

UNITED STATES DISTRICT COURT  
DISTRICT OF NEVADA

VICTOR RUIZ,  
Plaintiff,  
v.  
ELKO COUNTY JAIL,  
Defendant.

Case No.: 3:23-cv-00297-MMD-CLB

**ORDER**  
(ECF No. 1)

On June 20, 2023, pro se plaintiff Victor Ruiz, an inmate at Elko County Detention Center (“ECDC”), submitted a civil-rights complaint under 42 U.S.C. § 1983 and applied to proceed *in forma pauperis*. (ECF Nos. 1, 1-1). The application to proceed *in forma pauperis* is incomplete because **Plaintiff failed to include both a completed financial certificate and an inmate trust fund account statement for the previous six-month period with the application**. If Plaintiff has not been at ECDC for a full six-month period, he must still submit a financial certificate and an inmate account statement for the dates he has been at the facility.

The United States District Court for the District of Nevada must collect filing fees from parties initiating civil actions. 28 U.S.C. § 1914(a). The fee for filing a civil-rights action is \$402, which includes the \$350 filing fee and the \$52 administrative fee. *See id.* at § 1914(b). “Any person who is unable to prepay the fees in a civil case may apply to the court for leave to proceed *in forma pauperis*.” Nev. Loc. R. Prac. LSR 1-1. For an inmate to apply for *in forma pauperis* status, the inmate must submit **all three** of the following documents to the Court: (1) a completed **Application to Proceed in Forma Pauperis for Inmate**, which is pages 1–3 of the Court’s approved form, that is properly signed by the inmate twice on page 3; (2) a completed **Financial Certificate**, which is page 4 of the Court’s approved form, that is properly signed by both the inmate and a prison or jail official; and (3) a copy of the **inmate’s prison or jail trust fund account statement for the previous six-month period**. *See* 28 U.S.C. § 1915(a)(1)–(2); Nev.

1 Loc. R. Prac. LSR 1-2. *In forma pauperis* status does not relieve an inmate of his or her  
2 obligation to pay the filing fee, it just means that the inmate can pay the fee in installments.  
3 See 28 U.S.C. § 1915(b).

4 It is therefore ordered that the application to proceed *in forma pauperis* (ECF No. 1)  
5 is denied without prejudice.

6 It is further ordered that Plaintiff has **until Tuesday, September 12, 2023**, to either  
7 pay the full \$402 filing fee or file a new fully complete application to proceed *in forma*  
8 *pauperis* with all three required documents: (1) a completed application with the inmate's  
9 two signatures on page 3, (2) a completed financial certificate that is signed both by the  
10 inmate and the prison or jail official, and (3) a copy of the inmate's trust fund account  
11 statement for the previous six-month period.

12 Plaintiff is cautioned that this action will be subject to dismissal without prejudice if  
13 Plaintiff fails to timely comply with this order. A dismissal without prejudice allows Plaintiff  
14 to refile the case with the Court, under a new case number, when Plaintiff can file a  
15 complete application to proceed *in forma pauperis* or pay the required filing fee.

16 The Clerk of the Court is directed to send Plaintiff Victor Ruiz the approved form  
17 application to proceed *in forma pauperis* for an inmate and instructions for the same and  
18 retain the complaint (ECF No. 1-1) but not file it at this time.

19 DATED THIS 14th day of July 2023.

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23 UNITED STATES MAGISTRATE JUDGE  
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